

## Important change to the Institutional Policy on Evaluating Learning (PIEA) regarding the regulation of absences (Art. 5.12)

In response to feedback provided by the Commission d'évaluation de l'enseignement collégial (CEEC), the College has revised Article 5.12 of the PIEA regarding student attendance. It has modified the consequences resulting from a number of absences exceeding the allowable limit for a course.

As stated in the Policy, attendance and participation during classes and exams are mandatory for all students and teachers are responsible for monitoring attendance and evaluating the reasons for absences. These remain the guiding principles for the limitation on the number of absences.

The consequences described in statement 5.12.1 – Class attendance, which reads “A student with more than the allowable number of absences in a course will receive a maximum grade of 56%.” **no longer apply.**

However, the total number of allowable absences, whether justified or unjustified, defined in the Article **remains unchanged.**

Article 5.12.1 should read as follows:

“A student whose absences exceed the allowable number for a course could be denied access to the final exam for that course.”

In practice, this change means that teachers must continue to monitor students' attendance daily in each class and keep a close eye on each student's total hours of absence. When necessary, teachers should remind affected students of this rule.

Between weeks 13 and 14 of the course, the teacher will use the *Evaluation grid for absences exceeding the allowable number for a course* to make a decision on the affected student's participation in the final exam. The Program Directorate will then make the final decision – based on the teacher's input – on whether or not a student is permitted to write the final exam. The teacher will promptly inform the student of the decision by email.

Evaluation grid for absences exceeding the allowable number for a course

1. The student was able to provide valid and credible reasons for the majority of his or her absences.
2. The student participates actively in the learning and evaluation activities of the course.
3. The student's performance in the formative and summative evaluations demonstrates that he or she is successfully attaining the course competencies.

The teacher must judge that any student with more than the allowable number of absences fulfills all three criteria to write the final exam.